

1 INFORMATION SECURITY POLICY STATEMENT

Information and information systems, including information about its employees and members, are among the most valuable assets of HDMF. Thus, these must be protected against unauthorized disclosure or modification, misuse, destruction or non-availability. Security of these information assets is essential to doing business and managing overall business risk. Moreover, information security is vital in establishing and sustaining trust between HDMF and its members, maintaining compliance with relevant regulations, and protecting HDMF's reputation. Information security aims to achieve the following objectives:

- **Confidentiality:** Sensitive information must be protected from disclosure to unauthorized parties.
- **Integrity:** Information must be protected from unauthorized modification or destruction so that the accuracy, completeness and reliability of the information are assured.
- **Availability:** Information must be available when and where needed to enable HDMF to function efficiently and to ensure that HDMF can serve its members effectively.
- **Accountability:** All information assets must have an owner and custodian to establish accountability for the asset.